

**EFFECTIVE**

October 1, 2019.

**Subject(s)**

1. Location of care clarified.
2. Provider training.
3. Intentional program violations (IPV).

**1) Location of Care****BEM 704**

License Exempt-Related providers must provide care in their own home or where the child(ren) lives.

*Reason:* Policy clarification

**2) Provider  
Training****BEM 704, BEM 706**

Providers are required to complete initial and ongoing training that covers child development and 11 required health and safety topics.

*Reason:* Reauthorization.

**3) Intentional  
Program Violation****BEM 707**

Two instances of providing care in the wrong location added to the list of potential intentional program violations (IPVs).

*Reason:* Program integrity.

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**

**Changed Items ...**

[BEM 704](#)

[BEM 706](#)

[BEM 707](#)